

PEOPLE'Soft

Home Help Sign Out

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire [New Window](#)

Data Control Personal Data Job Position Compensation Employment 1 Employment 2

EmplID: NEW Empl Rcd#: 0 **Appointment #**

Data Control View All |< 1 of 1 >|

Actual Effective Date: Proposed Effective Date: 11/06/2001 **Expiration Dates**

Transaction # / Sequence: Not To Exceed Date:

*Action: HIR Hire PAR Status: PRO Processed by Human Resources

*Reason Code: Contact EmplID:

NOA Code: *NOA Ext: 0 **NOA Shredout**

Authority (1):

Authority (2):

PAR Request#: [PAR Remarks](#) [Award Data](#) [Tracking Data](#) [Retrospective TSP](#) [Transfer In Data?](#)

[Data Control](#) | [Personal Data](#) | [Job](#) | [Position](#) | [Compensation](#) | [Employment 1](#) | [Employment 2](#)

1st Authority

2nd Authority

PEOPLE Soft

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire

Home Help Sign Out

[New Window](#)

PAR Remarks

View All |< 1 of 1 >|

Remark CD:

☐ Insertion Required

Remarks list:

OK Cancel

Remarks

The screenshot shows the PEOPLE Soft HR system interface. At the top, there's a navigation bar with 'Home', 'Help', and 'Sign Out' links. Below this, the form is titled 'Act Type: Hire', 'NOA Code:', and 'Empl Status: Resources Active'. The main section is titled 'Name' and contains fields for 'Format Using: USA United States', 'Name:', 'Prefix:', 'First Name:', 'Middle:', 'Last Name:', and 'Suffix:'. To the right of these fields is a 'Citizenship Code' label with an arrow pointing to the 'Citizenship Status' dropdown. Below the name fields, there's a 'Gender:' section with 'Male' and 'Female' radio buttons, and a 'Handicap' label with an arrow pointing to the 'Disability Code' dropdown. To the right of the gender section is an 'RNO' label with an arrow pointing to the 'Ethnic Group' dropdown. Below the gender section, there's a 'Date of Birth:' field, a 'Date of Death:' field, and a 'Draft Status:' dropdown. To the right of the date of birth field is an 'SSN' label with an arrow pointing to the 'National ID' field. Below the date of birth field, there's a 'Country:' dropdown and a '*Type/Description:' dropdown. At the bottom of the form, there are buttons for 'Save', 'Previous tab', 'Next tab', and 'Add'. A footer bar contains links for 'Data Control', 'Personal Data', 'Job', 'Position', 'Compensation', 'Employment 1', and 'Employment 2'.

Sex

Handicap

Citizenship Code

RNO

SSN

The screenshot shows the PEOPLE Soft HR system interface. At the top, there is a navigation bar with 'Home', 'Help', and 'Sign Out' links. Below this is a breadcrumb trail: 'Home > Administer Workforce > Administer Workforce (USF) > Use > Hire'. A 'New Window' link is also present. The main section is titled 'Address Information' and contains two forms: 'Address' and 'Mailing Address'. The 'Address' form has fields for Country (USA), Address 1, Address 2, Address 3, City, County, State, and Postal. The 'Mailing Address' form has similar fields. Two callout boxes are present: 'Address' with arrows pointing to the Address 1, Address 2, and Address 3 fields; and 'Zip Code' with an arrow pointing to the Postal field.

PEOPLE Soft

Home Help Sign Out

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire [New Window](#)

Address Information

Address

Country: USA United States

Address 1:

Address 2:

Address 3:

City:

County:

State:

Postal:

Zip Code

Mailing Address

Country: USA United States

Address 1:

Address 2:

Address 3:

City:

County:

State:

Postal:

PEOPLE Soft

Home Help Sign Out

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire

Veterans Info

Veterans Preference:

Veterans Status:

Uniformed Service:

Military Separation Status: Military Grade:

Military Service Start Date: End Date:

Reserve Category:

Creditable Military Service: ☐

☐ Notify Military Pay Center ☐ Veterans Preference RIF

☐ Military Service Verified ☐ Disabled Veteran

OK Cancel

Veterans Pref Code

Vietnam Vet Code

Uniform Service Grade

Uniform Service Retire Date

Uniform service Component

Uniform Service Designation Code

Creditable Military Service

RIF Vet Code

The screenshot shows the 'Education Details' form in the PEOPLE Soft HR system. The form is titled 'Education Details' and is part of a navigation path: Home > Administer Workforce > Administer Workforce (USF) > Use > Hire. The form contains several input fields and checkboxes. Three callout boxes with arrows point to specific fields: 'Education Level' points to the 'Degree' field, 'Degree Year' points to the 'Year Earned/Expected' field, and 'Academic Discipline' points to the 'Major' field. The form also includes fields for 'GPA', 'School Code', 'School', 'Country', 'State', 'Credit Hours', and 'Hours Type'. There are 'OK' and 'Cancel' buttons at the bottom left. The top of the form has a header with the PEOPLE Soft logo and navigation links like 'Help' and 'Sign Out'.

PEOPLE Soft

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire

Help Sign Out New Window

Education Details

Degree: Education Level

Year Earned/Expected: Degree Year

GPA: ☐ Graduated

Major Code: Major: Academic Discipline

School Code: School:

State: Country: USA ☐ Minority Institution

Credit Hours: Hours Type:

OK Cancel

The screenshot shows the 'Hire' form in the PEOPLE Soft HR system. The form is divided into several sections: 'Job Data', 'Personal Data', 'Position', 'Compensation', 'Employment 1', and 'Employment 2'. The 'Job Data' section is currently active. It contains fields for 'Effective Date', 'Transaction # / Seq', 'PAR Status', 'Act Type', 'Position', 'Job Code', 'Agency', 'Sub-Agency', 'Business Unit', 'Department', 'Location', and 'Tax Location'. There are also checkboxes for 'Posn Mgmt Rcd' and 'Position Override', and a section for 'Transferred From Agency' and 'Transferred To Agency'. The form includes a 'Save' button, 'Previous tab' and 'Next tab' buttons, and an 'Add' button. The breadcrumb trail at the top reads: 'Home > Administer Workforce > Administer Workforce (USF) > Use > Hire'. The 'New Window' link is also visible.

Annotations on the left side of the form identify specific fields:

- Serial Pos #s**: Points to the 'Position' field.
- Admin Code**: Points to the 'Business Unit' field.
- Geo Loc Code**: Points to the 'Location' field.

Annotations on the right side of the form identify specific fields:

- Position Title**: Points to the 'Position' field.
- Losing Agency**: Points to the 'Transferred From Agency' field.



PEOPLE'Soft

Home Help Sign Out

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire [New Window](#)

FEGLI/Retirement Data/FICA

FEGLI
FEGLI Code: Basic Only
Post 65 Basic Life Reduction:
☐ Living Benefits Coverage Amount:

Retirement
Retirement Plan: FERS and FICA
FERS Coverage:
Previous Retirement Coverage:
Annuity Indicator: Not Applicable
Annuity Commencement Date:
CSRS Frozen Service:

FICA Status-Employee
FICA Status-Employee:

FEGLI Code

Life Ins Reduction Code

FERS Coverage Code

Covered by CSRS At Time of Appt

Frozen CSRS Service

Federal Retirement Code

Annuity Indicator

The screenshot shows the 'Hire' form in the PEOPLE Soft HR system. The form is divided into several sections: Personal Data, Job, Position, Compensation, Employment 1, and Employment 2. The 'Position' section is currently active. The form contains various fields for entering employee information, including Act Type, LEO Position, POC, Pay Group, Pay Frequency, Earnings Program, Employee Type, Employee Classification, Reg/Temp, Supervisor Level, Medical Officer, Transaction # / Seg, SF-113G Ceiling, Regular Shift, Shift Rate/Factor, PAR Status, Empl Status, Type Appt, Posn Occupied, Work Schedule, FLSA Status, Standard Hours, FTE, and Adds to FTE Actual Count. Callout boxes with arrows point to specific fields: Submitting Office # (SON) and Servicing Personnel Office # (SPO) point to the 'Act Type' field; Indian Preference points to the 'LEO Position' field; Permanent Temp Pos Code points to the 'Employee Type' field; Mgr points to the 'Supervisor Level' field; Statutory Ceiling Code points to the 'SF-113G Ceiling' field; Appt Type points to the 'Type Appt' field; Comp Level Code points to the 'Posn Occupied' field; Position Occupied points to the 'Work Schedule' field; Work Schedule Code points to the 'FLSA Status' field; Base Hours Date points to the 'Standard Hours' field; and FLSA ID points to the 'FLSA Status' field.

The screenshot shows the 'Hire' screen in the PEOPLE Soft HR system. The breadcrumb trail is: Home > Administer Workforce > Administer Workforce (USF) > Use > Hire. The 'Compensation' tab is selected, showing 'Employment 2'. The 'Compensation Data' section includes fields for Effective Date, Transaction # / Seq., PAR Status (Processed by Human Resources), Act Type (Hire), NOA Code, and Empl Status (Active). The 'Pay Rate Determinate' is set to 'Regular Rate'. The 'Pay Plan / Table/Grade' and 'Rtn PP/ Table/Grade' fields are linked to 'Pay Plan' and 'Grade' annotations. The 'Step' field is linked to a 'Step' annotation. The 'Pay Basis' is set to 'Per Annum' and linked to a 'Pay Basis' annotation. The 'Base Pay' field is linked to a 'Salary' annotation. The 'Compensation Frequency' is set to 'Biweekly'. The 'Adjusted Base Pay' and 'Total Pay' fields are also visible. The bottom of the screen shows navigation buttons: Save, Previous tab, Next tab, and Add.

Annotations:

- Pay Plan:** Points to the 'Pay Plan / Table/Grade' field.
- Grade:** Points to the 'Rtn PP/ Table/Grade' field.
- Step:** Points to the 'Step' field.
- Pay Basis:** Points to the 'Pay Basis' field.
- Pay Rate Determinate Code:** Points to the 'Pay Rate Determinate' field.
- Salary:** Points to the 'Base Pay' field.

PEOPLE Soft


Home Help Sign Out

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire [New Window](#)

Accounting Information

Job Earnings Distribution: ☐ By Hours ☐ By Percent ☒ None

Compensation Rate: 0.00 USD Standard Hours:

GL Pay Type: Account Code: 

View All |< 1 of 1 >|

Business Unit	Department	Job Code	Position	Shift	Earn Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

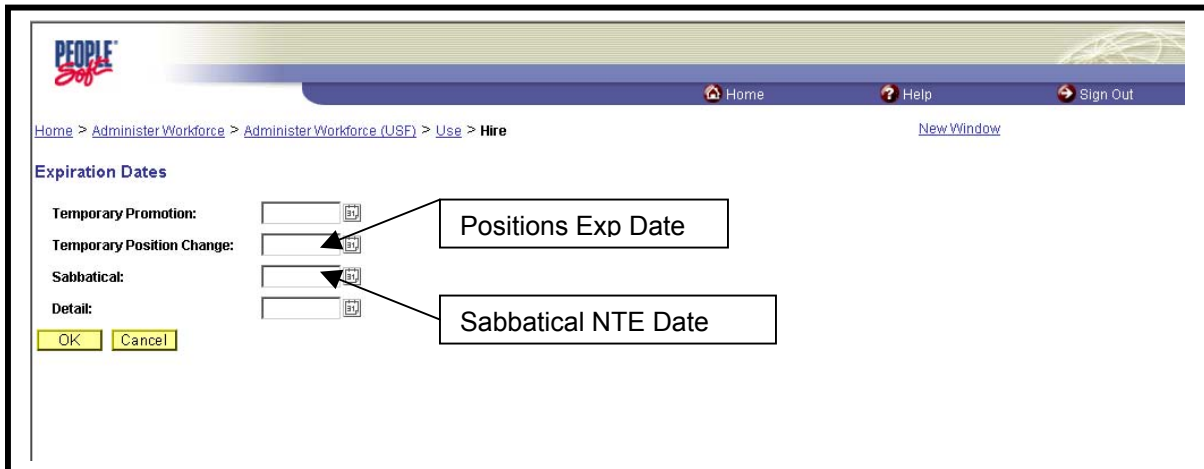
GL Pay Type Account Code Standard Hours Percent of Distribution

OK Cancel

The screenshot shows the 'Hire' page in the PEOPLE Soft HR system. The page is titled 'Employment Data 1' and contains several sections for data entry. Annotations with arrows point to specific fields:

- Service Comp Date:** Points to the 'Effective Date' field.
- RIF SCD Date:** Points to the 'RIF' field in the 'Service Computation Dates' section.
- Career Conv Start Date:** Points to the 'Conv Begin Date' field in the 'Service Conversion Dates' section.
- Career Conv Due Date:** Points to the 'Career Conv Date' field in the 'Service Conversion Dates' section.
- WIGI Withheld Flag:** Points to the 'WGI Status' dropdown menu in the 'Within-Grade Increase Data' section.
- TSP SCD:** Points to the 'TSP' field in the 'Service Computation Dates' section.

The page includes a navigation bar at the top with 'Home', 'Help', and 'Sign Out' links. Below the navigation bar is a breadcrumb trail: 'Home > Administer Workforce > Administer Workforce (USF) > Use > Hire'. The main content area is divided into tabs: 'Data Control', 'Personal Data', 'Job', 'Position', 'Compensation', 'Employment 1', and 'Employment 2'. The 'Employment 1' tab is selected, showing fields for 'EmplID: NEW', 'Empl Rcd#: 0', and 'View All' (1 of 1). The 'Service Computation Dates' section includes fields for 'Leave', 'Retire', 'RIF', 'TSP', 'LEO', and 'Sev Pay'. The 'Service Conversion Dates' section includes fields for 'Conv Begin Date', 'Career Conv Date', and 'Career-Cond Conv Date'. The 'Within-Grade Increase Data' section includes fields for 'WGI Status', 'Non-Pay Hours WGI', 'Last Increase Dt', 'WGI Due Date', 'LEI Date', and 'Intermittent Days Worked'. At the bottom, there are 'Save', 'Previous tab', and 'Next tab' buttons, along with a 'Data Control' link and a 'New Window' link.





PEOPLE Soft


Home Help Sign Out


[Home](#) > [Administer Workforce](#) > [Administer Workforce \(USF\)](#) > [Use](#) > [Hire](#) [New Window](#)

Expiration Dates

Temporary Promotion: 

Temporary Position Change:  **Positions Exp Date**

Sabbatical:  **Sabbatical NTE Date**

Detail: 

OK Cancel

PEOPLE Soft

Home Help Sign Out

Home > Administer Workforce > Administer Workforce (USF) > Use > Hire [New Window](#)

Appointment Info

Nature of Action Code:

Current Appointment Auth #1:

Current Appointment Auth #2:

Benefit Record Number: 0 Severance Pay Previous Weeks: 0

Appointment Limits

Amount: Hours: Days:

Special Employment Program: Not Applicable

Welfare to Work: Not Applicable

OK Cancel


Hours Limitation

Special Program ID

The screenshot shows the 'Hire' form in the PEOPLE Soft HR system. The form is titled 'Employment Data 2' and includes fields for 'Effective Date', 'Transaction # / Seq', 'PAR Status', 'Act Type', 'NOA Code', 'Empl Status', 'Bargaining Unit', 'Union Code', 'Union Anniversary Date', 'Reports To Position', 'Supervisor ID', 'Tenure', 'Pay Plan/Grade', 'Comp/Area Level', 'RIF Series', 'Probation Date', 'SES Probation Date', 'Supv/Manager Probation Date', 'Retained Grade Expires', 'Begin Date', and 'Expires Date'. The form is divided into tabs: 'Data Control', 'Personal Data', 'Job', 'Position', 'Compensation', 'Employment 1', and 'Employment 2'. The 'Employment 2' tab is selected. The 'Bargaining Unit' field is highlighted with a callout box. The 'Union ID Code' field is highlighted with a callout box. The 'Tenure Code' field is highlighted with a callout box. The 'Probation End Date' field is highlighted with a callout box. The 'Supervisory Prob End Date' field is highlighted with a callout box.

Callouts:

- Bargaining Unit
- Union ID Code
- Tenure Code
- Probation End Date
- Supervisory Prob End Date




[Home](#)
[Help](#)
[Sign Out](#)

[Home](#) > [Administer Workforce](#) > [Administer Workforce \(USF\)](#) > [Use](#) > [HR Processing](#)
[New Window](#)

Accrued Leave Balances

AL Carryover Bal:	<input type="text"/>	SL Total Lv Taken:	<input type="text"/>	AWOP WIGI Wait Pct:	<input type="text"/>
AL Curr Lv Yr Accrt:	<input type="text"/>	SL Balance:	<input type="text"/>	Regular Military:	<input type="text"/>
AL Reduct in Credits:	<input type="text"/>	Res Annl Lv Bal 1 Yr:	<input type="text"/>	Special Military:	<input type="text"/>
AL Total Lv Taken:	<input type="text"/>	Res Annl Lv Bal 2 Yrs:	<input type="text"/>	Frozen Sick Lv:	<input type="text"/>
AL Balance:	<input type="text"/>	Res Annl Lv Bal 3 Yrs:	<input type="text"/>	TSPA Prior Yr Bal:	<input type="text"/>
SL Carryover Bal:	<input type="text"/>	Res Annl Lv Bal:	<input type="text"/>	Pay Sub to TSPA YTD:	<input type="text"/>
SL Cur Lv Yr Accrt:	<input type="text"/>	Lump Sum Tot Hrs:	<input type="text"/>	Unofficial Annl Lv:	<input type="text"/>
SL Reduct in Credits:	<input type="text"/>	AWOP Lv Yr Sep:	<input type="text"/>	Unofficial Sick Lv:	<input type="text"/>



[Home](#)
[Help](#)
[Sign Out](#)

[Home](#) > [Develop Workforce](#) > [Manage Positions \(USF\)](#) > [Use](#) > **Position Data**
[New Window](#)

[Description](#)
[Work Location](#)
[Job Information](#)
[Specific Information](#)
[Budget and Incumbents](#)

Position Number: 00000006 SUPV COMPUTER SPECIALIST
Headcount Status: Open **Current Head Count:** 0 out of 1

View All First 1 of 1 Last

***Effective Date:** 01/01/1940 ***Status:** Active

Reason: NEW New Position **Action Date:** 01/01/1940

***Position Status:** Approved **Status Date:** 01/01/1940 ☒ **Key Position**

Reports To:

Dotted-Line Report:

Title: SUPV COMPUTER SPECIALIST **Short Title:**


Long Description:

[Detailed Job Description](#)

US Federal

[Save](#)
[Return to Search](#)
[Next in List](#)
[Previous in List](#)
[Previous tab](#)
[Next tab](#)
[Add](#)
[Update/Display](#)
[Include History](#)
[Correct History](#)

[Description](#) | [Work Location](#) | [Job Information](#) | [Specific Information](#) | [Budget and Incumbents](#)


Home Help Sign Out






[Home](#) > [Develop Workforce](#) > [Manage Positions \(USF\)](#) > [Use](#) > **Position Data**
New Window

[Description](#) | [Work Location](#) | [Job Information](#) | [Specific Information](#) | [Budget and Incumbents](#)





Position Number: 00000006 SUPV COMPUTER SPECIALIST
Headcount Status: Open **Current Head Count:** 0 out of 1

View All First 1 of 1 Last

Effective Date: 01/01/1940 **Status:** Active


***Regulatory Region:**  United States
***Company:**  Department of HHS
***Business Unit:**  Program Support Center
Department:  Computer & Network Services Div
Location Code:  Rockville

US Federal

Position Location:  ***Terminal ID:** 
Personnel Office ID:  PSC
Sub-Agency:  Program Support Center

Save Return to Search Next in List Previous in List Previous tab Next tab Add Update/Display Include History Correct History

[Description](#) | [Work Location](#) | [Job Information](#) | [Specific Information](#) | [Budget and Incumbents](#)



[Home](#)
[Help](#)
[Sign Out](#)

Position Number: 00000006 SUPV COMPUTER SPECIALIST
Headcount Status: Open **Current Head Count:** 0 out of 1

[View All](#) First 1 of 1 Last

Effective Date: 01/01/1940 **Status:** Active

Job Code: 99H035 SUPV COMPUTER SPECIALIST **Manager Level:** Supervisor or Manager

***Reg/Temp:** Regular

***Full/Part Time:** Full-Time

***Regular Shift:** Not Applicable

Union Code:

Defaults

Pay Plan: GS

Salary Plan: 0000 **Grade:** 14 **Step:**

Standard Hours: 40.00 **Work Period:** W Weekly

Mon	Tue	Wed	Thu	Fri	Sat	Sun
8.00	8.00	8.00	8.00	8.00		

US Federal

Bargaining Unit: 8888 **Personnel Action Request Nbr:**

Work Schedule: Full Time **Target Grade:**

Fund Source: Appropriated Funds

PEOPLE
Soft

Home Help Sign Out

Home > Develop Workforce > Manage Positions (USF) > Use > Position Data [New Window](#)

Description Work Location Job Information Specific Information **Budget and Incumbents**

Position Number: 00000006 SUPV COMPUTER SPECIALIST
Headcount Status: Open Current Head Count: 0 out of 1

View All First 1 of 1 Last

Effective Date: 01/01/1940 Status: Active

Max Head Count: 1
Mail Drop ID:
Work Phone:
Health Certificate:
Signature Authority:


☒ Budgeted Position
☐ Confidential Position
☐ Job Sharing Permitted

Education and Government

US Federal

Sensitivity Code: Non Sensitive
Security Clearance: Not Required
LEO/Fire Position: Not Applicable
Language Required:
Performance Plan: STANDARD
Training Program:

☐ Seasonal
☐ Drug Test (Applicable)
☐ Intelligence Position
☐ Mobility Position
☐ Procurement Integ Posn
☐ Presidential Appt Posn


Home Help Sign Out

Home > Develop Workforce > Manage Positions (USF) > Use > Position Data [New Window](#)

Description Work Location Job Information Specific Information Budget and Incumbents

Position Number: 00000006 SUPV COMPUTER SPECIALIST
Headcount Status: Open **Current Head Count:** 0 out of 1

Current Budget				
Earnings	Deductions	Tax	Cdn Tax	Total
0.000	0.000	0.000	0.000	0.00

Current Incumbents
First 1 of 1 Last

EmplID	Empl Rcd#	Name
0		

Save Return to Search Next in List Previous in List Previous tab Next tab Add Update/Display Include History Correct History

[Description](#) | [Work Location](#) | [Job Information](#) | [Specific Information](#) | [Budget and Incumbents](#)

PEOPLE
Soft

Home Help Sign Out

Home > Develop Workforce > Manage Positions (USF) > Setup > Job Code Table [New Window](#)

Job Code Profile Evaluation Criteria Default Compensation Non-Base Compensation

SetID: PSC00 Job Code: 99H035 [Business Units that use this Setid](#)

Job Code Profile View All First 1 of 1 Last

*Effective Date: 01/01/1940 *Status: Active + -

Occupational Series: 0334 Computer specialist

Official Posn Title Code: SUPV COMPUTER SPECIALIST

Organization Posn Title Cd: SUPV COMPUTER SPECIALIST

Job Description:

Job Function Code:

Job Family:

*Standard Hours: 40.00 *Manager Level: SupvMgr

Standard Work Period: W Weekly


Workers' Comp Code:

*Comp Freq: A Annual

Regular/Temporary: Regular ☐ Medical Checkup Required

USA

US Federal


Home Help Sign Out

US Federal

Agency: Department of HHS
 Sub-Agency: Program Support Center
 POI:
 Bargaining Unit:
 Pay Basis:
 Fund Source:
 Performance Plan:


Classification Factors

Parenthetical Title:
 PATCOB Code:
 Functional Class:
 Sensitivity Code:
 LEO Position:
 Classification Standard:
 Classifier:
 Date Classified:
 Classification Authority: Title 5, GS Class System

☐ Employee Financial Interests
☐ Executive Financial Disclosure
☐ IA Actions
 Target Grade:

Classification Factors View All First 1 of 1 Last

Classification Factor:	Factor Level:	Points:	Weight (%):


Home Help Sign Out

Classification Factors

Parentetical Title:
PATCOB Code:
Functional Class:
Sensitivity Code:
LEO Position:
Classification Standard:
Classifier:
Date Classified:

☐ **Employee Financial Interests**
☐ **Executive Financial Disclosure**
☐ **IA Actions**
Target Grade:

Classification Authority: Title 5, GS Class System

Classification Factors View All First 1 of 1 Last

Classification Factor:	Factor Level:	Points:	Weight (%):
<input type="text"/>	<input type="text"/> <input type="button" value="Q"/>		<input type="button" value="+"/> <input type="button" value="-"/>


OPM Certification Number:
Position Classification Std:

Grade Points

Salary Grade:	Min Points:	Max Points:
14	0	0

Total Points: 0

[Job Code Profile](#) | [Evaluation Criteria](#) | [Default Compensation](#) | [Non-Base Compensation](#)


Home Help Sign Out

[Home](#) > [Develop Workforce](#) > [Manage Positions \(USF\)](#) > [Setup](#) > [Job Code Table](#)
New Window

[Job Code Profile](#) | [Evaluation Criteria](#) | [Default Compensation](#) | [Non-Base Compensation](#)

SetID: PSC00 **Job Code:** 99H035

Evaluation Criteria View All First 1 of 1 Last

Effective Date: 01/01/1940 **Status:** Active

Job Evaluation Criteria		Commitment Accounting
Knowhow:	Points: <input type="text" value="0"/>	Used by Position Mgmt? <input checked="" type="checkbox"/>
Accountability:	Percent: <input type="text" value="0"/>	
Problem-Solving:	<input type="text" value="0"/>	
Total Points:		

Training Program View All First 1 of 1 Last

Training Program:

[Job Code Profile](#) | [Evaluation Criteria](#) | [Default Compensation](#) | [Non-Base Compensation](#)

PEOPLE Soft

Home Help Sign Out

Home > Develop Workforce > Manage Positions (USF) > Setup > Job Code Table [New Window](#)

Job Code Profile Evaluation Criteria Default Compensation **Non-Base Compensation**

SetID: PSC00 Job Code: 99H035

Default Compensation View All First 1 of 1 Last

Effective Date: 01/01/1940 Status: Active

Sal Plan/Grade/Step

Salary SetID: GS Pay Plan/Table/Grade: GS 0000 14

Salary Survey

	Minimum	Midpoint	Maximum
Survey Salary: <input type="text"/> USD			
Salary Survey Job Code: <input type="text"/>			
Hourly:			
BiWeekly:			
Monthly:			
Annual:			

Pay Components View All First 1 of 1 Last

'Rate Code	Details	Comp Rate	Currency	'Frequency Percent	Apply FTE
1	Details				<input type="checkbox"/> + -

Pay Components View All First 1 of 1 Last

Rate Code	Seq	Details	Comp Rate	Currency	Frequency Percent
1	0	Details			

The screenshot shows the PEOPLE Soft HR system interface. At the top left is the PEOPLE Soft logo. The top navigation bar includes links for Home, Help, and Sign Out. Below the navigation bar is a breadcrumb trail: Home > Develop Workforce > Manage Positions (USF) > Setup > Job Code Table. A 'New Window' link is located to the right of the breadcrumb trail. The main content area is titled 'Comp Rate Code Secondary Panel'. It contains a form with the following fields: 'Comp Rate Code:' (a text input field), 'Description' (a text area), 'Rate Code Type:' (a dropdown menu), and 'Rate Code Class:' (a dropdown menu). There are two checkboxes: 'Base Pay' and 'Use Highest Rate'. At the bottom of the form are 'OK' and 'Cancel' buttons. A mouse cursor is visible in the bottom right corner of the window.

PEOPLE
Soft

Home Help Sign Out

Home > Develop Workforce > Manage Positions (USF) > Setup > Job Code Table [New Window](#)

Comp Rate Code Secondary Panel

Comp Rate Code:


Description

☐ Base Pay ☐ Use Highest Rate

Rate Code Type:

Rate Code Class:

OK Cancel


Home Help Sign Out

[Home](#) > [Develop Workforce](#) > [Manage Positions \(USF\)](#) > [Setup](#) > **Job Code Table**
New Window

[Job Code Profile](#) | [Evaluation Criteria](#) | [Default Compensation](#) | **Non-Base Compensation**

SetID: PSC00 **Job Code:** 99H035

Non-Base Compensation View All First 1 of 1 Last


Effective Date: 01/01/1940 **Status:** Active

First 1 of 1 Last

*Rate Code	Details	Comp Rate	Currency	*Frequency	Percent	Apply FTE
1	Details					<input type="checkbox"/>

Save Return to Search
Add Update/Display Include History Correct History

[Job Code Profile](#) | [Evaluation Criteria](#) | [Default Compensation](#) | [Non-Base Compensation](#)



[Home](#)
[Help](#)
[Sign Out](#)

[Home](#) > [Develop Workforce](#) > [Manage Positions \(USF\)](#) > [Setup](#) > **Occupation Series**
[New Window](#)

Occupation Series

Occupational Series: 0006

Scroll Area

View All
First
1 of 1
Last

Effective Date: 01/01/1900
Status: Active


Description: Correctional institution administration

Short Description: Correctional institution administration

PATCOB Code: Admin
☐ Functional Class Required

Save
Return to Search

Add
Update/Display
Include History
Correct History



[Home](#)
[Help](#)
[Sign Out](#)

[Home](#) > [Develop Workforce](#) > [Manage Positions \(USF\)](#) > [Setup](#) > **Official Position Titles**
[New Window](#)

Position Title Codes

Occupational Series:

0006 Correctional institution administration

Official Posn Title Code:

DRGD

Official Position Title

View All First 1 of 1 Last

*Effective Date:

01/14/1997

*Status:

Active

+

-

*Official Position Title:

Douglas Ray Goodenough

*Description:

DRGD

Save


Return to Search

Add

Update/Display

Include History

Correct History


Home Help Sign Out

[Home](#) > [Compensate Employees](#) > [Maintain Payroll Data \(USF\)](#) > [Use](#) > **Employee Tax Data**
New Window

Federal Tax Data 1 Federal Tax Data 2 Federal Tax Data 3 State Tax Data 1 State Tax Data 2 Local Tax Data

Shade,Ned ID: 0001
 Company: HE Department of HHS

Effective Date Find | View All First 1 of 1 Last

Effective Date: This data was last updated by on + -

Special Tax Withholding Status
☒ None ☐ Exempt (not subject to FIT) and do not withhold tax
☐ Maintain gross (no tax WH) will be zero unless specified in 'Additional Withholding' below
 W-4 Processing Status: ☐ None ☐ Notification Sent ☐ New W-4 Received

Tax Marital Status: ☐ Single ☐ Married


Withholding Allowances:

FWT Additional Amount
 Amount: Percentage:

Lock-In Details
☐ Letter Received
 Limit On Allowances:

Save Return to Search Update/Display Include History Correct History

[Federal Tax Data 1](#) | [Federal Tax Data 2](#) | [Federal Tax Data 3](#) | [State Tax Data 1](#) | [State Tax Data 2](#) | [Local Tax Data](#)


Home Help Sign Out

[Home](#) > [Compensate Employees](#) > [Maintain Payroll Data \(USF\)](#) > [Use](#) > **Employee Tax Data**
New Window

Federal Tax Data 1 Federal Tax Data 2 Federal Tax Data 3 State Tax Data 1 State Tax Data 2 Local Tax Data

Shade, Ned ID: 0001
 Company: HE Department of HHS

Effective Date
Find | View All
First 1 of 1 Last

Effective Date: 11/20/2001 **Federal tax data last updated by** on + -

☐ Exempt from FUT ☐ Use Total Wage for Multi_State

Earned Income Credit

☒ Not applicable
 ☐ Single, or married no sp filing ☐ Married, both spouses filing

W-5 Processing Status
☐ None ☐ Notification Sent ☐ New W-5 Received


W2-Reporting

☐ Statutory Employee ☐ Legal Representative
 ☐ Deceased ☐ Deferred Compensation

☐ Pension Plan

Save Return to Search Update/Display Include History Correct History

[Federal Tax Data 1](#) | [Federal Tax Data 2](#) | [Federal Tax Data 3](#) | [State Tax Data 1](#) | [State Tax Data 2](#) | [Local Tax Data](#)


Home Help Sign Out

Home > [Compensate Employees](#) > [Maintain Payroll Data \(USF\)](#) > [Use](#) > **Employee Tax Data** [New Window](#)

[Federal Tax Data 1](#)
[Federal Tax Data 2](#)
[Federal Tax Data 3](#)
[State Tax Data 1](#)
[State Tax Data 2](#)
[Local Tax Data](#)

Shade,Ned 0001

Company: HE Department of HHS

Effective Date Find | View All First 1 of 1 Last

Effective Date: 11/20/2001 + -

Tax Treaty/NR Data

Country: Q
☐ Form 8233 Recd? 8233 In Effect Date: Q

Date of Entry: Q
☐ Form W8-BEN Recd? W8-BEN In Effect Date: Q

Treaty ID: Q
☐ Form W9 Recd? W9 In Effect Date: Q


Treaty Exp Date: Q
Taxpayer ID Number:

Allowable Earnings Codes Find | View All First 1 of 1 Last

Income Code (for 1042-S)	Max Earnings Eligible Per Year	Tax Rate (after form)	Tax Rate (before form)
	\$0.00	0.000000	0.000000

Save Return to Search
Update/Display Include History Correct History

[Federal Tax Data 1](#) |
 [Federal Tax Data 2](#) |
 [Federal Tax Data 3](#) |
 [State Tax Data 1](#) |
 [State Tax Data 2](#) |
 [Local Tax Data](#)



[Home](#)
[Help](#)
[Sign Out](#)

[Home](#) > [Compensate Employees](#) > [Maintain Payroll Data \(USF\)](#) > [Use](#) > **Employee Tax Data**
[New Window](#)

[Federal Tax Data 1](#)
[Federal Tax Data 2](#)
[Federal Tax Data 3](#)
[State Tax Data 1](#)
[State Tax Data 2](#)
[Local Tax Data](#)

Shade, Ned ID: 0001
 Company: HE Department of HHS

Effective Date: 11/20/2001 [Find](#) | [View All](#) First 1 of 1 Last

State Info. [Find](#) | [View All](#) First 1 of 1 Last

*State: [Find](#)

☒ Resident
 ☐ Non-Residency Statement Filled
 ☐ UI Jurisdiction

Special Tax Status

☒ None
 ☐ Exempt and do not withhold tax
 ☐ Maintain gross taxable; SWT will be zero unless specified in 'Additional Withholding' below

*SWT Marital/Tax Status:

Withholding Allowances: 0

Additional Amount Adjustment

Amount:


 Percentage:

Lock-In Details

☐ Letter Received
 Limit On Allowances: 0

[Save](#)
[Return to Search](#)
[Update/Display](#)
[Include History](#)
[Correct History](#)

[Federal Tax Data 1](#) | [Federal Tax Data 2](#) | [Federal Tax Data 3](#) | [State Tax Data 1](#) | [State Tax Data 2](#) | [Local Tax Data](#)


Home Help Sign Out

[Home](#) > [Compensate Employees](#) > [Maintain Payroll Data \(USF\)](#) > [Use](#) > **Employee Tax Data** [New Window](#)

Federal Tax Data 1 Federal Tax Data 2 Federal Tax Data 3 State Tax Data 1 State Tax Data 2 Local Tax Data

Shade, Ned ID: 0001
Company: HE Department of HHS

Effective Date Find | View All First 1 of 1 Last
Effective Date: 11/20/2001 + -

States Find | View All First 1 of 1 Last
State: + -
 Addl Allowances:
 % of Federal WH: (AZ Only)
 *SDI Status:
 Annual Exemption Amt: (MS Only)
 Retirement Plan (PR Only) ☐
☐ Exempt From SUT
 California Wage Plan Code
 Disability/Unemployment Plan:

Save Return to Search Update/Display Include History Correct History

[Federal Tax Data 1](#) | [Federal Tax Data 2](#) | [Federal Tax Data 3](#) | [State Tax Data 1](#) | [State Tax Data 2](#) | [Local Tax Data](#)

PEOPLE
Soft

Home Help Sign Out

Home > [Compensate Employees](#) > [Maintain Payroll Data \(USF\)](#) > [Use](#) > **Employee Tax Data** [New Window](#)

Federal Tax Data 1 Federal Tax Data 2 Federal Tax Data 3 State Tax Data 1 State Tax Data 2 Local Tax Data

Name: Shade,Ned ID: 0001
Company: HE Department of HHS

Effective Date Find | View All First 1 of 1 Last
Effective Date: 11/20/2001

States Find | View All First 1 of 1 Last
State: + -

Locality Find | View All First 1 of 1 Last
Locality: + -
☐ Resident Other Work Locality: + -

Special Tax Status
☒ None
☐ Do not maintain Taxable Gross and do not withhold tax
☐ Maintain Tax Gross, LWT zero in 'Additional Withholding' below

LWT Marital/Tax Status: Local Withholding Allowances: 0
Additional Withholding Amount: Percentage:

Save Return to Search Update/Display Include History Correct History

[Federal Tax Data 1](#) | [Federal Tax Data 2](#) | [Federal Tax Data 3](#) | [State Tax Data 1](#) | [State Tax Data 2](#) | [Local Tax Data](#)

